VMP User Manual

For

Vendor

Submitted To

Prepared By

vCentric Technologies Pvt Ltd

Ver No.	Prepared By	Prepared On	Reviewed By	Reviewed On	Reason for changes
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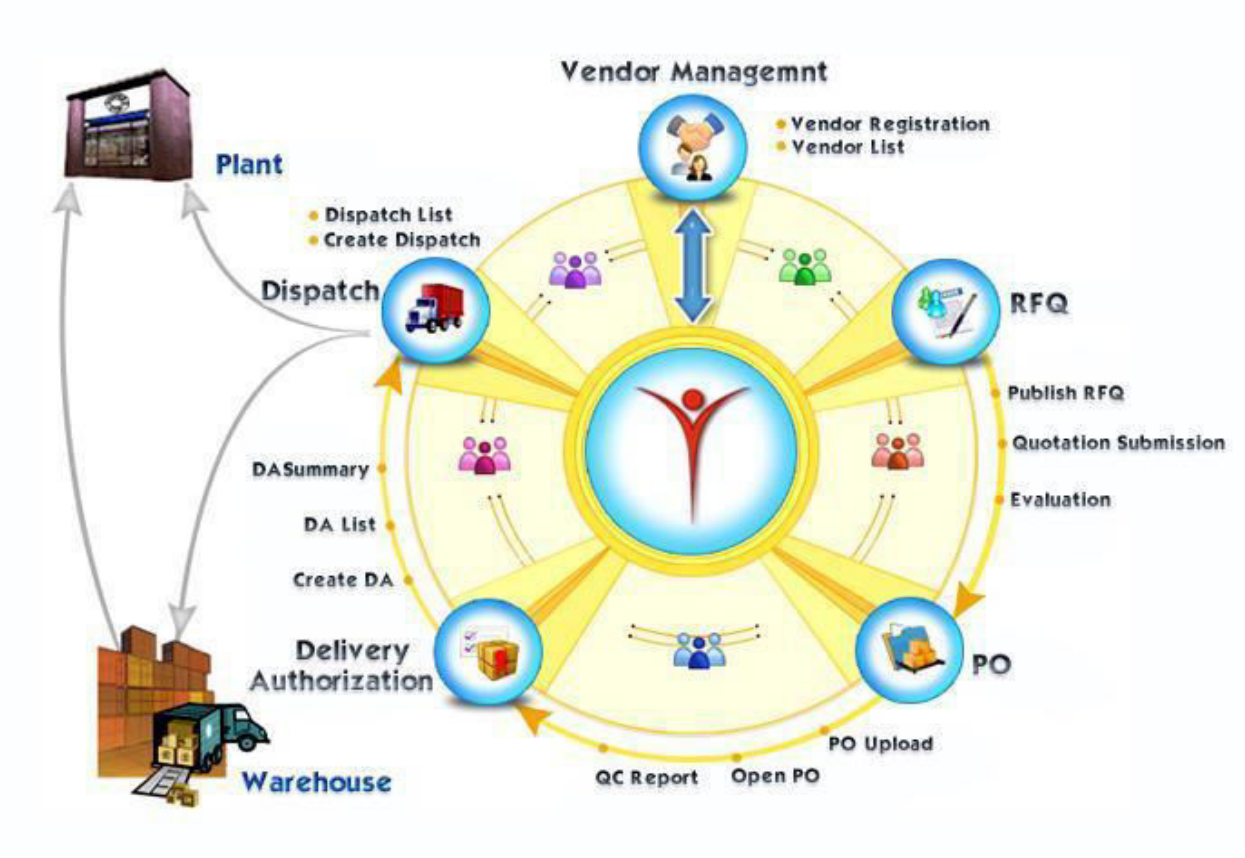
1. Overview of the Module

Implementation of Vendor portal is to synchronize, expedite and improve communication and collaboration between ELECTROSTEEL Group (ECL, ESL and LANCO) and its Vendors.

The objectives of Vendor Collaboration Portal are:

- Better align the entire supply chain with the Electro steel Group's needs.
- Make it possible to minimize cost and substantially reduce the time required to respond to changes in demand patterns Objective
- Promote supplier self service
- Facilitate ELECTROSTEEL Group's interaction with Vendors
- Sharing and resolving concerns and issues with suppliers
- Enable Financials Visibility

Following diagram explains the process flow of the Vendor Portal.



The purpose of this manual is to explain how Vendors can use the Vendor Portal functionalities. It is organized into following sections:

- Common Guidelines
  This section explains the common guidelines to be considered while using the Vendor Portal.

- Functionalities for Vendors
  This section explains functionalities which allowed to Vendors.

2. Common Guidelines

This section explains the common guidelines to be considered while using the Vendor Portal.

1. Vendor Portal is designed considering Internet Explorer 8.0, 9.0. It is not best viewed / operated in other browsers.
2. Access to Vendor Portal functionalities is configured by the portal System Administrator. In case, you don't see any of the links or buttons mentioned in this User Manual, either you are not allowed to access those or the functionality hasn't reached that stage. You need to contact System

   Administrator if you want access to those functionalities. The updated access control configuration will be reflected during your next login.
3. Vendor Portal highlights the mandatory data fields with '*' icon in red color. You need to enter the data for those fields if you want to complete the functionality successfully.

Following table lists the menu elements available for Vendors.

User	Menu Head	Menu Element
Vendor	Vendor Profile	My Profile View
		My Profile Change Request
		Extend Company
	Request for Quotation	My RFQ View

3. Functionalities for Vendors

3.1 How To" – Login to Vendor Portal

3.1.1 Description:

This functionality allows access Vendor portal functionalities to the User if the User credentials are valid.

3.1.2 Screen Snaps

Figure 1 Login

3.2 "How To" – Register New Vendor to the Vendor Portal

3.2.1 Description:

This functionality allows registering new vendors to the portal. It captures multiple details from Vendors like Registered Office and Communication Address, Key Person details, Contact Person details, Excise number details, Sales Tax details, Licenses details, Bank details, Other Statutory details and various support documents as attachments.

3.2.2 How to Arrive at?

Vendor Portal Site >> Click here for New Registration

After filling all the below details, Vendor will get the Login Id and Password to the registered email.

Vendor selects the required company, for which he wants to get registered. He will fill in the necessary fields and provide a mail Id, for which his Username and password will be sent after registration.

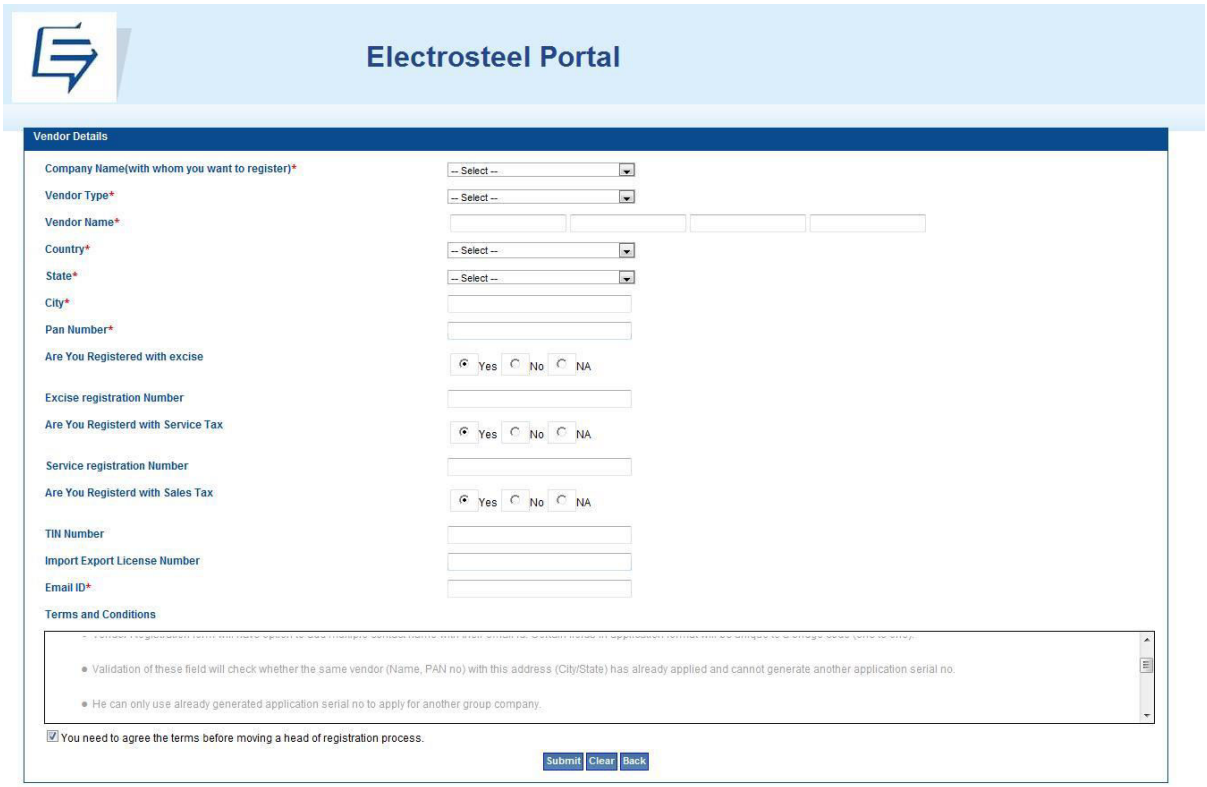

Electrosteel Portal
Vendor Details
Company Name(with whom you want to register)*
-- Select --
Vendor Type*
-- Select --
Vendor Name*
Country*
-- Select --
State*
-- Select --
City*
Pan Number*
Are You Registered with excise
Yes No NA
Excise registration Number
Are You Registerd with Service Tax
Yes No NA
Service registration Number
Are You Registerd with Sales Tax
Yes No NA
TIN Number
Import Export License Number
Email ID*
Terms and Conditions
Validation of these field will check whether the same vendor (Name, PAN no) with this address (City/State) has already applied and cannot generate another application serial no.
He can only use already generated application serial no to apply for another group company.
You need to agree the terms before moving a head of registration process.
Submit
Clear
Back

Figure 2 Vendor Registration

After submission of all details, system will validate all the details and send Login Name and Password to the Vendor Registered Email ID through mail.

Vendor Logins with the Login Name and Password in the below Screen

After Login, Vendor selects the My Profile and fills in all the required details.

3.2.3 Points to Remember

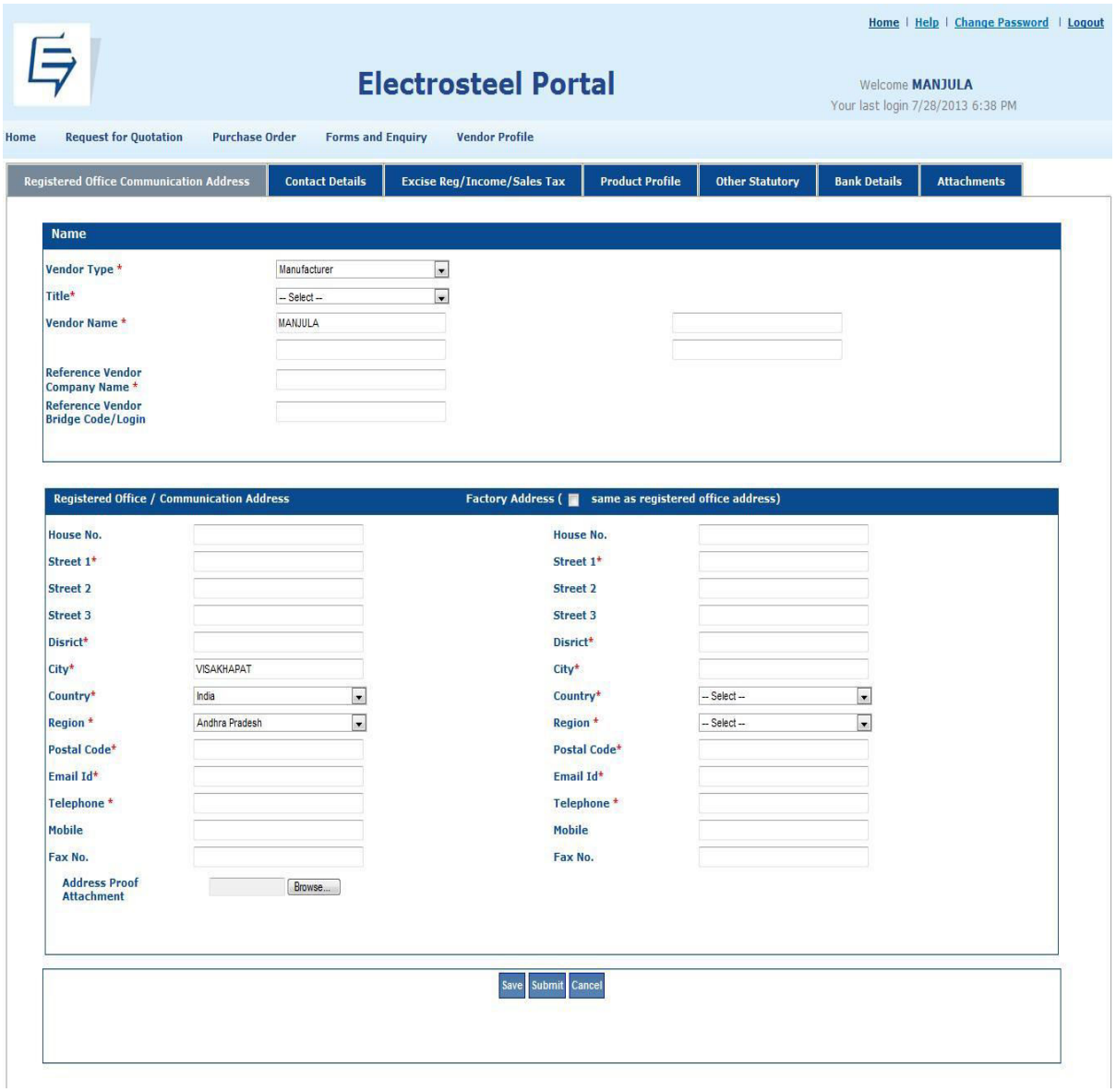
Portal allows only one login id per Vendor bridge code and Login id with same value as bridge code.

3.2.4 Processing Steps

1. Enter your “User name” and “Password” and Click on “Sign In” button.
2. Portal will verify your credentials and allow access to the functionalities, if you are a valid user. Otherwise, portal will not allow you the access.
3. Click on “Click here” link if you are a new Vendor and wants to register to the portal. Portal will navigate you to the Vendor Registration page.
4. Click on “Forget Password” link if you want to retrieve your password.

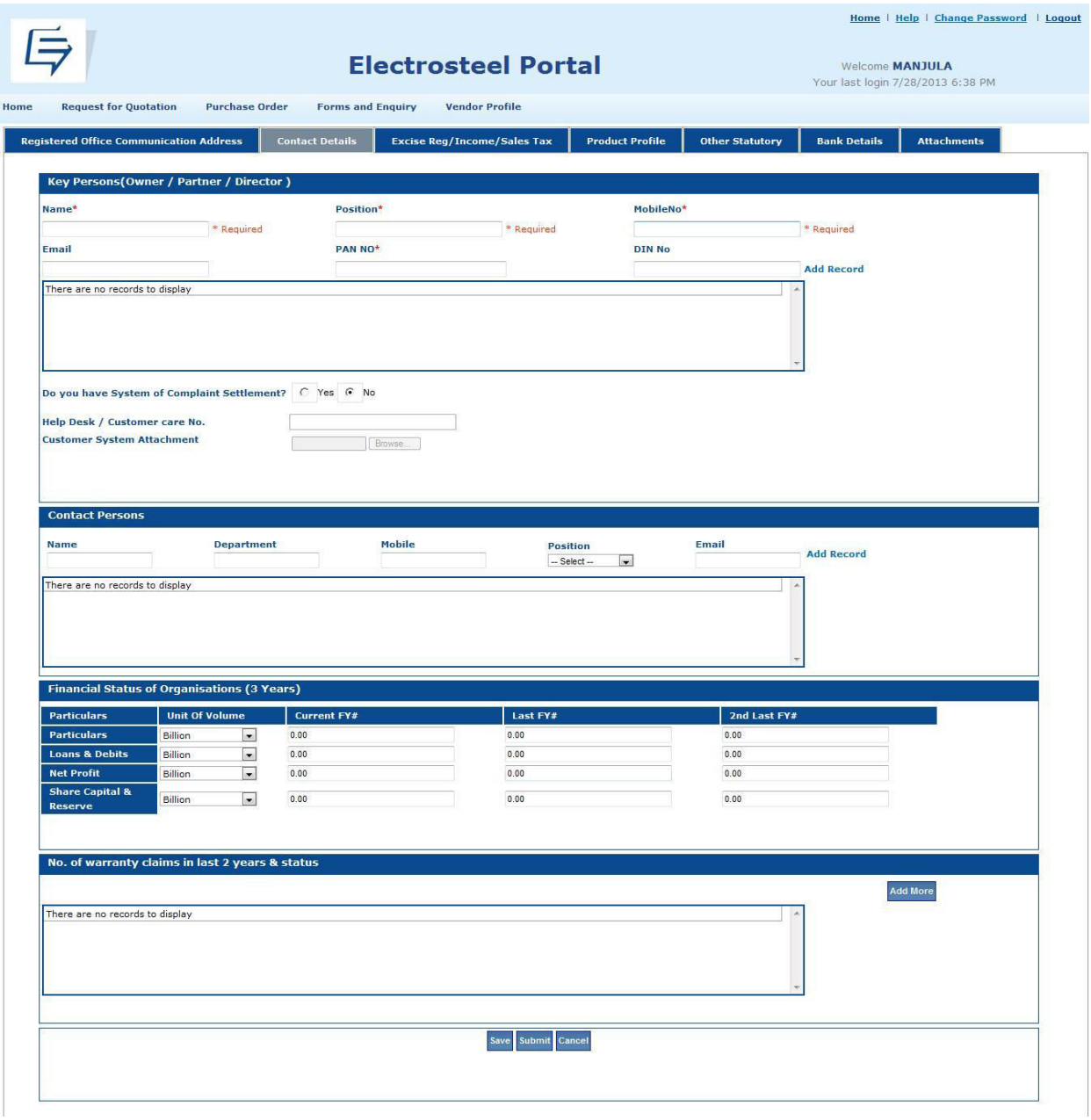
4. VENDOR REGISTRATION

Figure 4.1 Vendor Registration - Vendor Name and Communication / Factory address



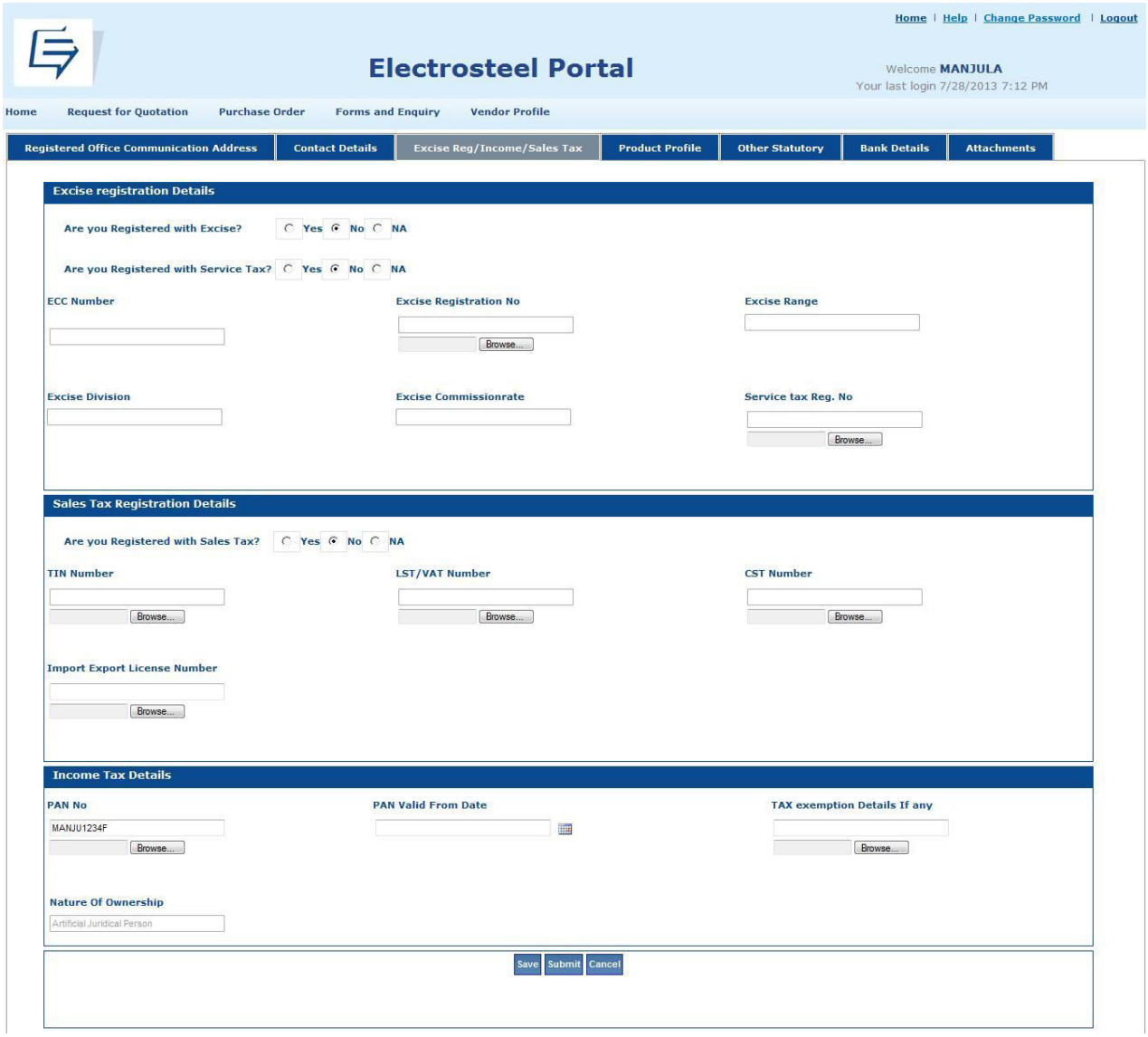
Here, Vendor fills in all the details regarding his Registered Office/ Communication Address and Vendor should support the filled details with an Address Proof Attachment. If Vendor's factory address is same as Registered Office address, then Vendor should check mark the field in Factory Address, so that all details given in the Communication Address will be copied to Factory Address. Otherwise, vendor must fill in all the details in Factory Address. If Vendor founds all the details given in Communication Address are correct, then Vendor must select other tab and start giving all the details.

Figure 4.2 Vendor Registrations - Key Person and Contact Persons



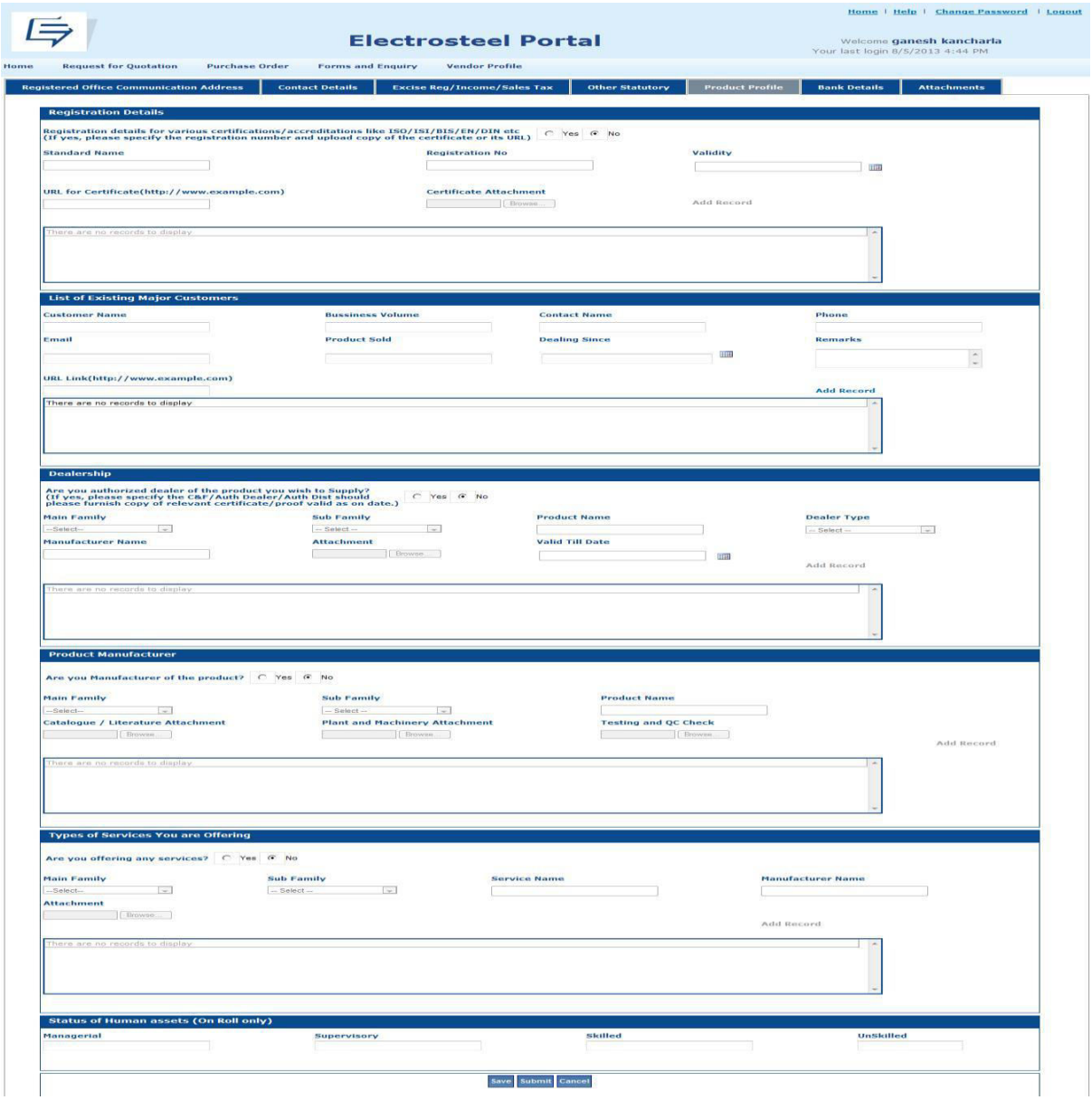
Here, Vendor gives the details regarding the Contact/ Key Persons and adds as much number of records available for the Vendor.

Figure 4.3 Vendor Registrations – Excise Registration/Income/Sales Tax



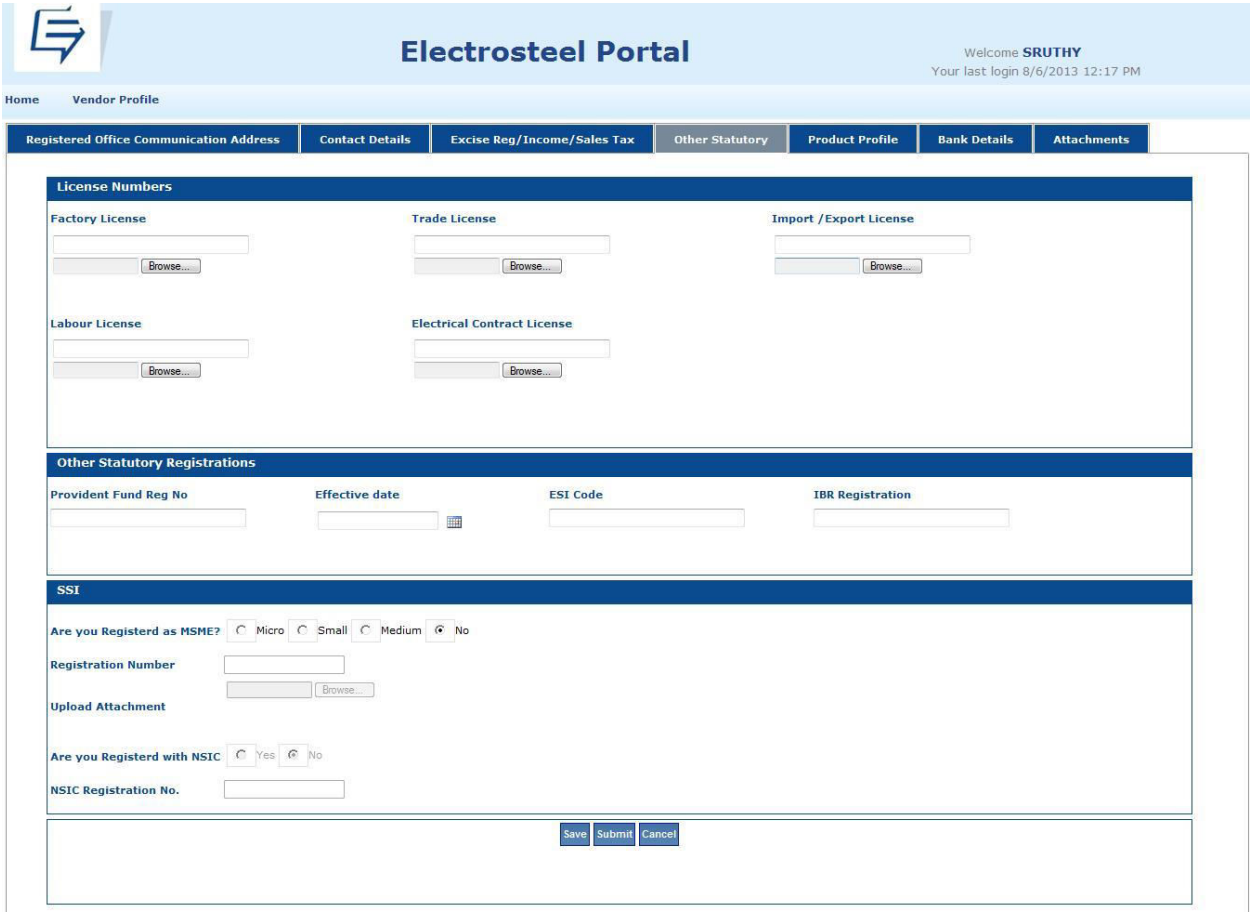
If the Vendor is registered with the Excise/ Service Tax/Sales Tax, Vendor must fill all the details regarding the taxes, for which he got registered and must provide a supporting document for them.

Figure 4.4 Vendor Registrations – Product Profile



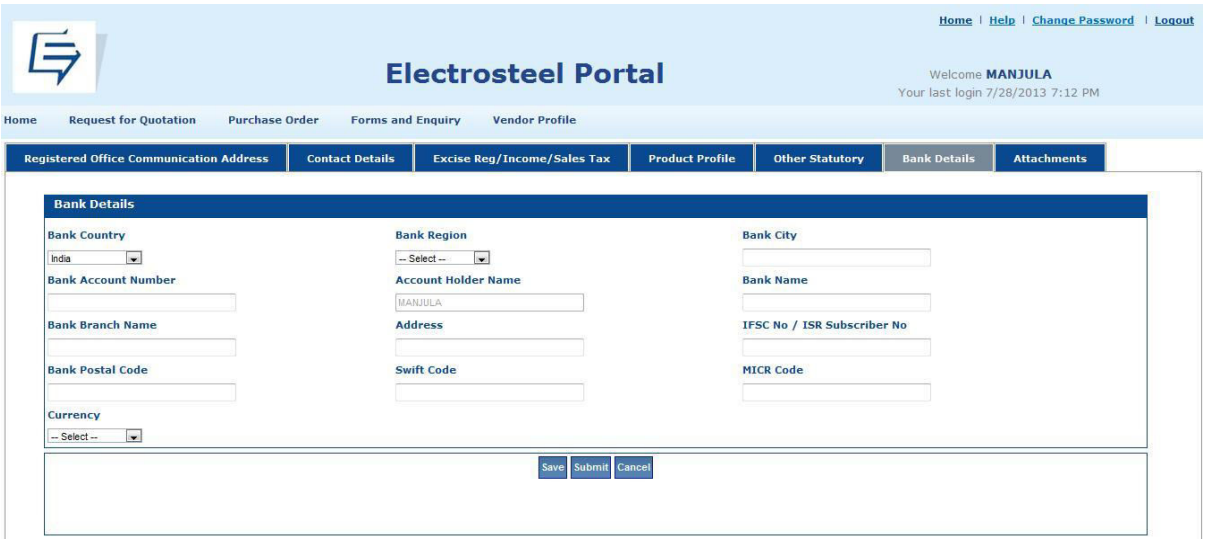
Here Vendor can give the registration details. If Vendor has ISO/ ISI/DIN etc Certifications, Vendor can provide registration number and upload copy of the certifications and related information. Vendor can specify the list of his major customers and their related information. Vendor must first select the Dealership/ Manufacturer/Types of Services, for which he was applicable and he should map the material main family and sub family and product name and add records as many records for which Vendor was applicable.

Figure 4.5 Vendor Registrations – Other Statutory



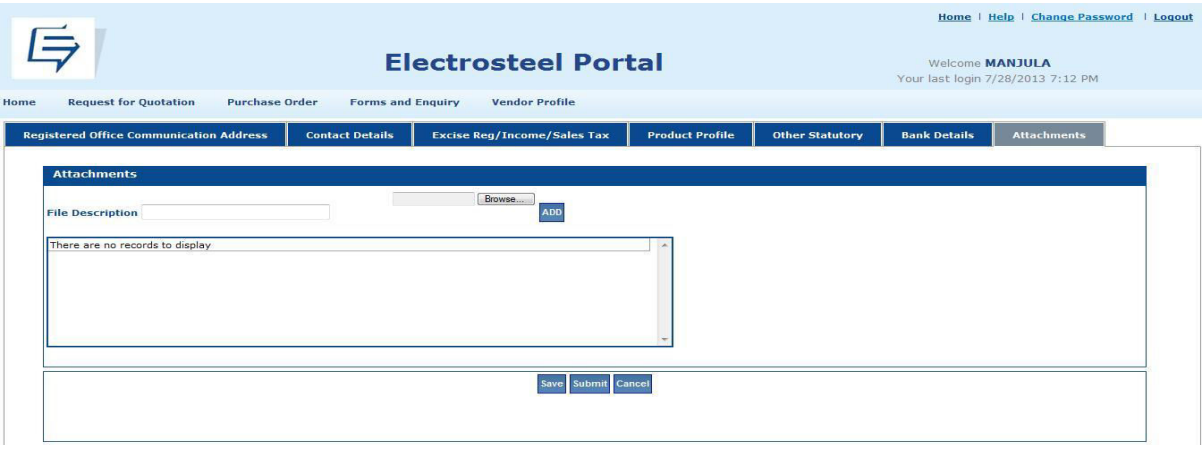
Here Vendor can give the license numbers like Factory License/Trade License/Labor License etc and Vendor must provide supporting documents for each license.

Figure 4.6 Vendor Registrations – Bank Details



Here, Vendor can give the Bank details like Bank account Number, Country, Region, Branch Name, etc. Vendor must also provide the currency.

Figure 4.7 Vendor Registrations – Attachments



Here Vendor can attach different documents.

After filling all the required details in the form, Vendor can Save/Submit the form.

When Vendor Saves/Submit the form, if vendor is yet to give any mandatory details, Vendor will get pop up information for which vendor needs to give the information. After filling the missed out details, Vendor can Save/Submit the details. If Vendor saves the details, vendor can retrieve the form at any point of time and modify the information and can submit.

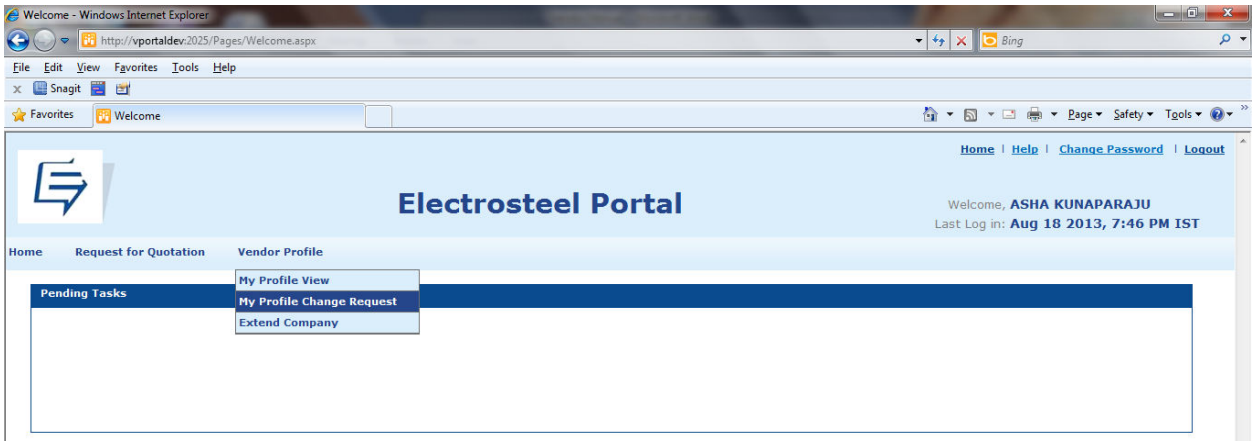
Vendor profile goes through 4 level approvals.

He cannot change any data in his profile, until his profile is totally approved. After the final approval, he will get a mail to his registered Email ID.

****Note: Vendor should upload the attachments, where ever required.**

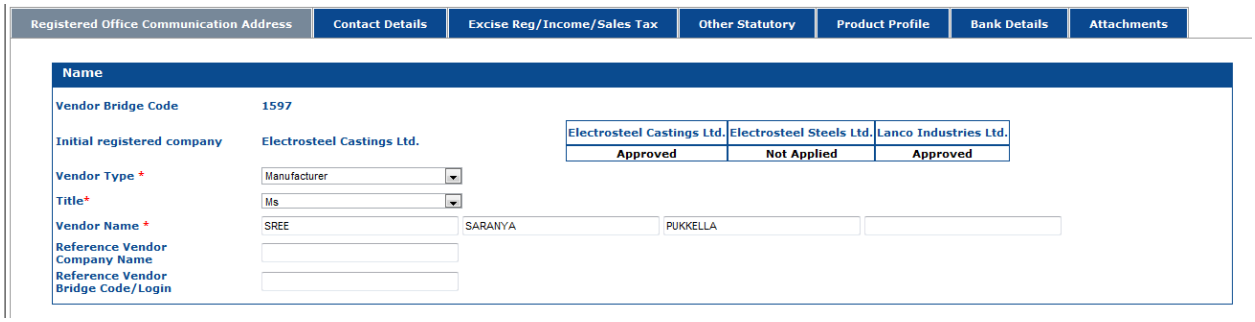
5. My Profile Change Request

Vendor Logs in to the Vendor Portal by giving the User Id and Password. Vendor Selects the My Profile View>>My Profile Change Request



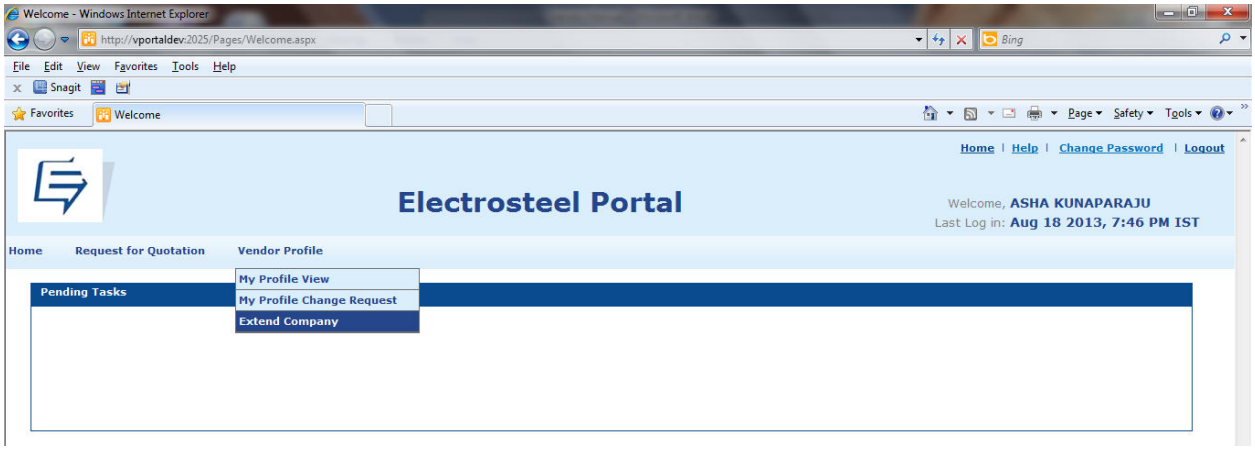
Vendor can make any required changes in the Profile and clicks on submit button.

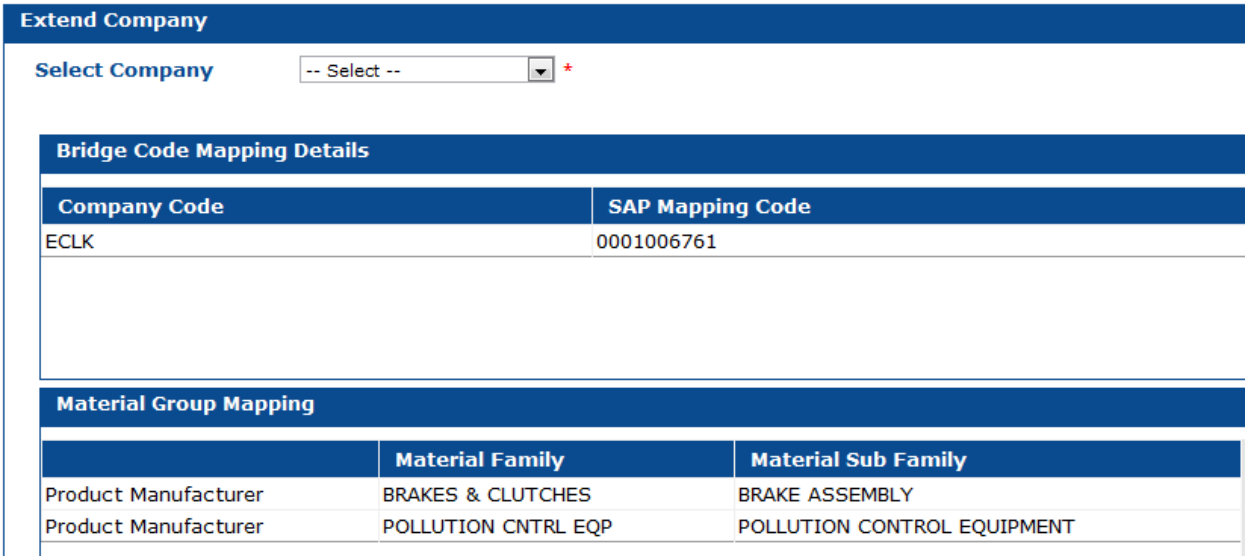
Vendor Profile change Request goes through approval Process. Vendor will receive an Email, whether change is approved or not.



6. EXTEND COMPANY

If Vendor already got registered with a Company and wants to extend to other Company, then vendor should login to the Vendor Portal and should select Vendor Profile>>Extend Company





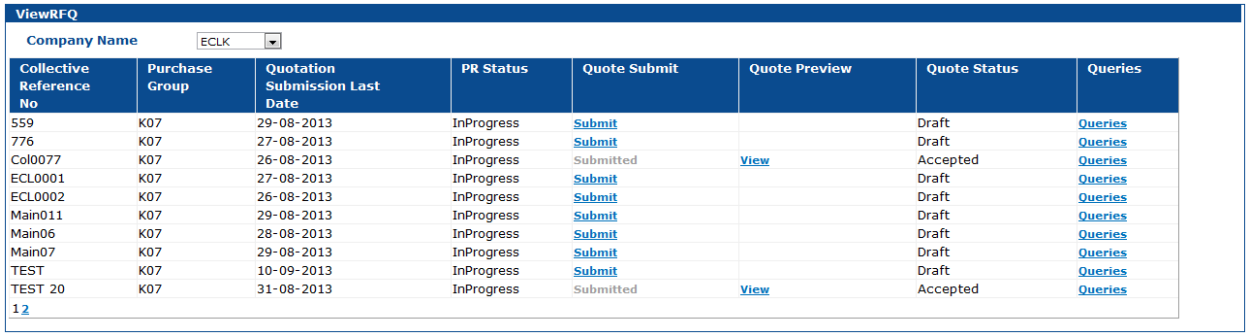
Vendor selects the company in the list to which, vendor wants to be extended and clicks on submit button.

Vendor Profile goes through approval process for the extended Company. Vendor will get an Email, whether profile got selected or rejected for the new Company.

7. QUOTE SUBMISSION

Vendor should login to the portal with the registered ID and Password to submit the Quote. Vendor should select Request for Quotation>>My RFQ view

Vendor can select the Company and can see the Quotes pending.



ViewRFQ

Company Name: ECLK

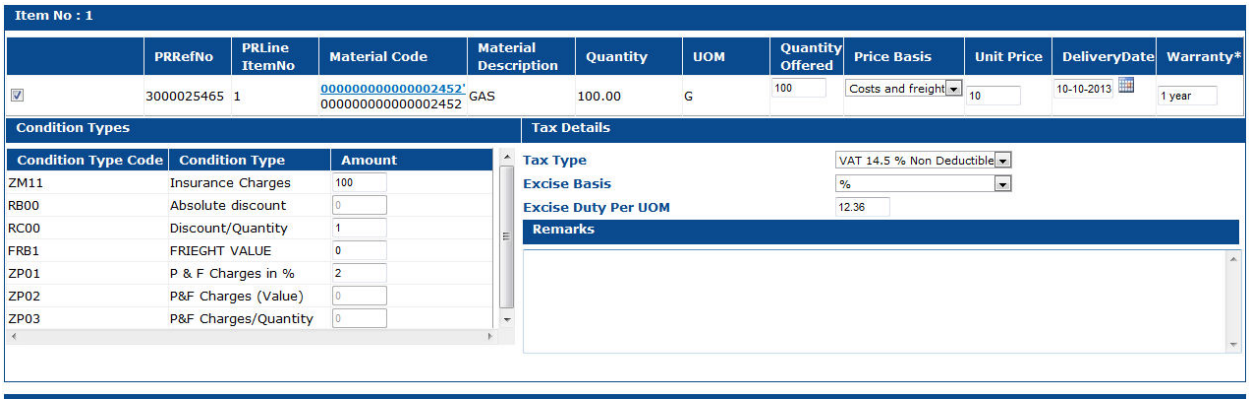
Collective Reference No	Purchase Group	Quotation Submission Last Date	PR Status	Quote Submit	Quote Preview	Quote Status	Queries
559	K07	29-08-2013	InProgress	Submit		Draft	Queries
776	K07	27-08-2013	InProgress	Submit		Draft	Queries
Col0077	K07	26-08-2013	InProgress	Submitted	View	Accepted	Queries
ECL0001	K07	27-08-2013	InProgress	Submit		Draft	Queries
ECL0002	K07	26-08-2013	InProgress	Submit		Draft	Queries
Main011	K07	29-08-2013	InProgress	Submit		Draft	Queries
Main06	K07	28-08-2013	InProgress	Submit		Draft	Queries
Main07	K07	29-08-2013	InProgress	Submit		Draft	Queries
TEST	K07	10-09-2013	InProgress	Submit		Draft	Queries
TEST 20	K07	31-08-2013	InProgress	Submitted	View	Accepted	Queries

1 2

Vendor should click on Submit link to submit the Quotation for a Collective Reference Number.

Vendor can fill all the required fields in the below screen like Validity Period of Offer, Payment Terms, Quotation Reference Number, Currency and Terms and Conditions in the header.

Vendor should first select the Item and should give Quantity offered, Price Basis, Unit Price, Delivery Date, Warranty, Tax Type, Excise Duty, condition Types and can give Remarks Item wise.



Item No : 1

	PRRefNo	PRLine ItemNo	Material Code	Material Description	Quantity	UOM	Quantity Offered	Price Basis	Unit Price	DeliveryDate	Warranty*
☑	3000025465	1	000000000000002452' 000000000000002452	GAS	100.00	G	100	Costs and freight	10	10-10-2013	1 year

Condition Types

Condition Type Code	Condition Type	Amount
ZM11	Insurance Charges	100
RB00	Absolute discount	0
RC00	Discount/Quantity	1
FRB1	FRIEGHT VALUE	0
ZP01	P & F Charges in %	2
ZP02	P&F Charges (Value)	0
ZP03	P&F Charges/Quantity	0

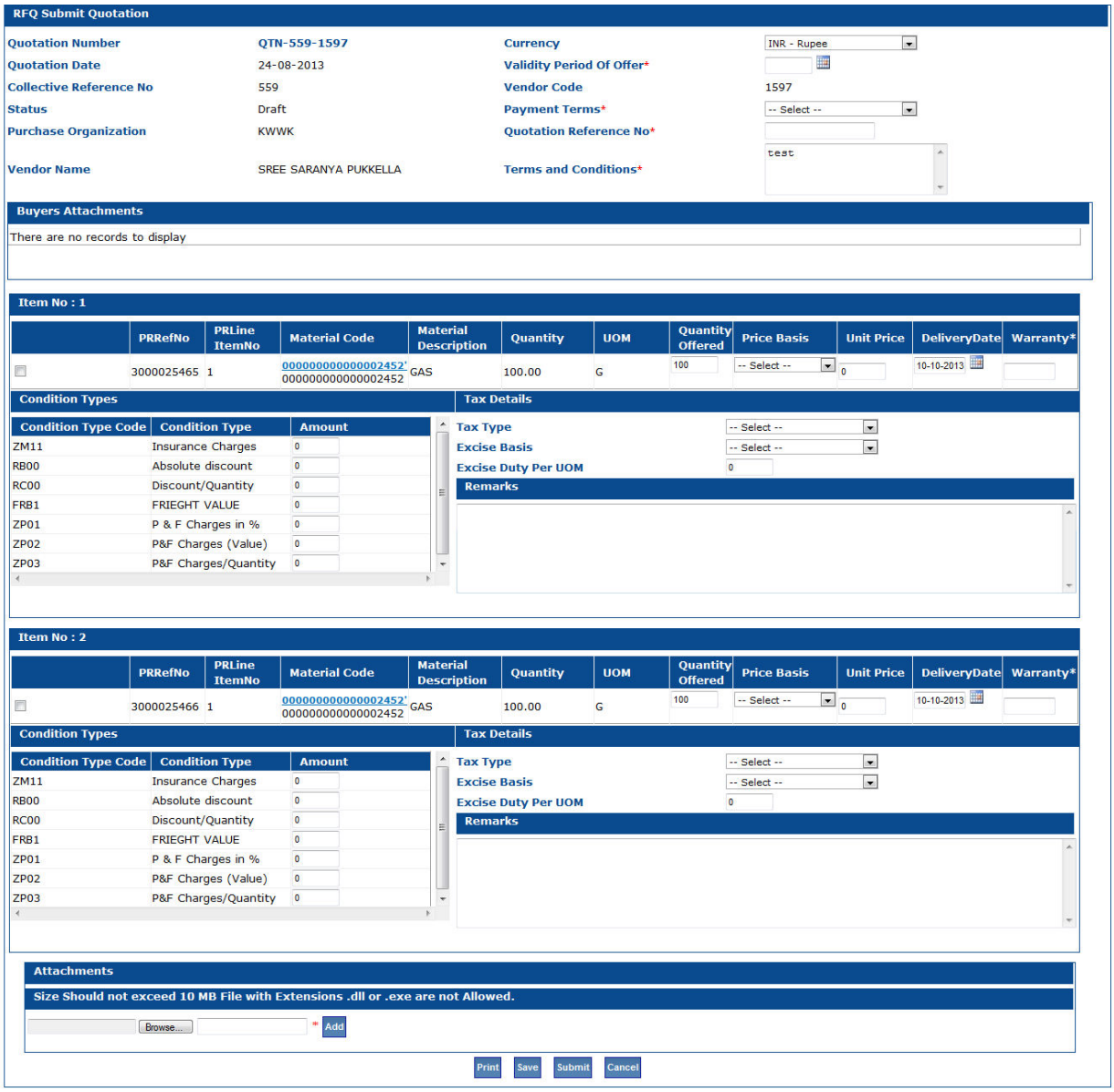
Tax Details

Tax Type: VAT 14.5 % Non Deductible

Excise Basis: %

Excise Duty Per UOM: 12.36

Remarks


RFQ Submit Quotation
Quotation Number QTN-559-1597
Quotation Date 24-08-2013
Collective Reference No 559
Status Draft
Purchase Organization KWWK
Vendor Name SREE SARANYA PUKKELLA
Currency INR - Rupee
Validity Period Of Offer*
Vendor Code 1597
Payment Terms* -- Select --
Quotation Reference No*
Terms and Conditions* test
Buyers Attachments
There are no records to display
Item No : 1
PRRefNo PRLine ItemNo Material Code Material Description Quantity UOM Quantity Offered Price Basis Unit Price DeliveryDate Warranty*
3000025465 1 000000000000002452' 000000000000002452 GAS 100.00 G 100 -- Select -- 0 10-10-2013
Condition Types
Condition Type Code Condition Type Amount
ZM11 Insurance Charges 0
RB00 Absolute discount 0
RC00 Discount/Quantity 0
FRB1 FRIEGHT VALUE 0
ZP01 P & F Charges in % 0
ZP02 P&F Charges (Value) 0
ZP03 P&F Charges/Quantity 0
Tax Details
Tax Type -- Select --
Excise Basis -- Select --
Excise Duty Per UOM 0
Remarks
Item No : 2
PRRefNo PRLine ItemNo Material Code Material Description Quantity UOM Quantity Offered Price Basis Unit Price DeliveryDate Warranty*
3000025466 1 000000000000002452' 000000000000002452 GAS 100.00 G 100 -- Select -- 0 10-10-2013
Condition Types
Condition Type Code Condition Type Amount
ZM11 Insurance Charges 0
RB00 Absolute discount 0
RC00 Discount/Quantity 0
FRB1 FRIEGHT VALUE 0
ZP01 P & F Charges in % 0
ZP02 P&F Charges (Value) 0
ZP03 P&F Charges/Quantity 0
Tax Details
Tax Type -- Select --
Excise Basis -- Select --
Excise Duty Per UOM 0
Remarks
Attachments
Size Should not exceed 10 MB File with Extensions .dll or .exe are not Allowed.
Browse...
Add
Print
Save
Submit
Cancel

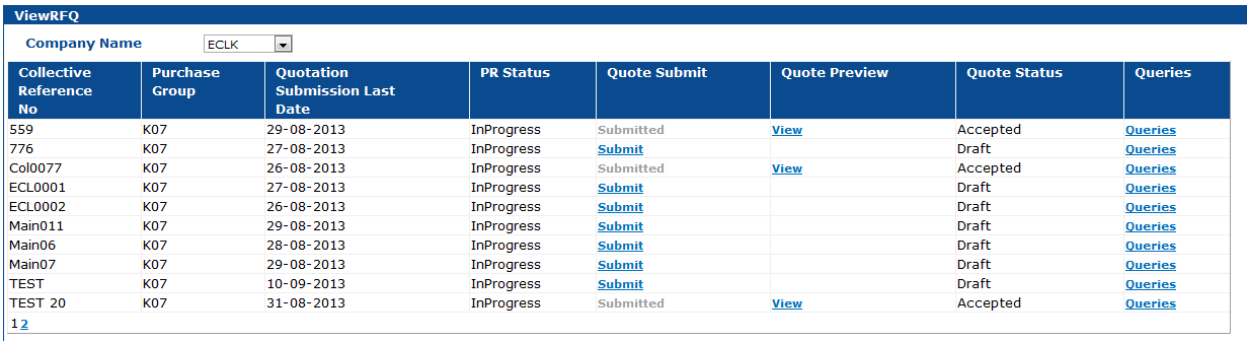
If Vendor does not select the Item, then that item will be regarded as Regret by the Purchaser. After filling all the details, Vendor can click on Submit button. Vendor can also attach files.

Vendor can save the Quotation and can modify any number of times before submitting the Quotation.

After Submission of Quote, system will redirect to My RFQ View. After Submission of Quote, Vendor can view the Quote in Quote Preview.

8. RFQ QUERIES

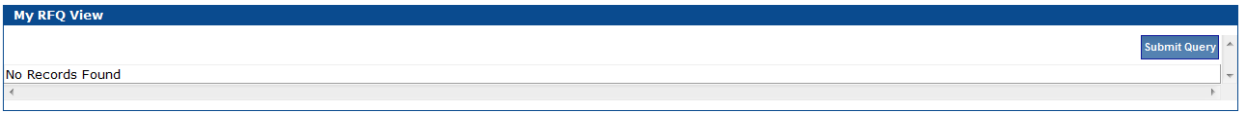
Vendor can raise a Query to the purchaser for the quotation submitted. Vendor must login to the Portal and must select Request for Quotation>>My RFQ View>>Company



Collective Reference No	Purchase Group	Quotation Submission Last Date	PR Status	Quote Submit	Quote Preview	Quote Status	Queries
559	K07	29-08-2013	InProgress	Submitted	View	Accepted	Queries
776	K07	27-08-2013	InProgress	Submit		Draft	Queries
Col0077	K07	26-08-2013	InProgress	Submitted	View	Accepted	Queries
ECL0001	K07	27-08-2013	InProgress	Submit		Draft	Queries
ECL0002	K07	26-08-2013	InProgress	Submit		Draft	Queries
Main011	K07	29-08-2013	InProgress	Submit		Draft	Queries
Main06	K07	28-08-2013	InProgress	Submit		Draft	Queries
Main07	K07	29-08-2013	InProgress	Submit		Draft	Queries
TEST	K07	10-09-2013	InProgress	Submit		Draft	Queries
TEST 20	K07	31-08-2013	InProgress	Submitted	View	Accepted	Queries

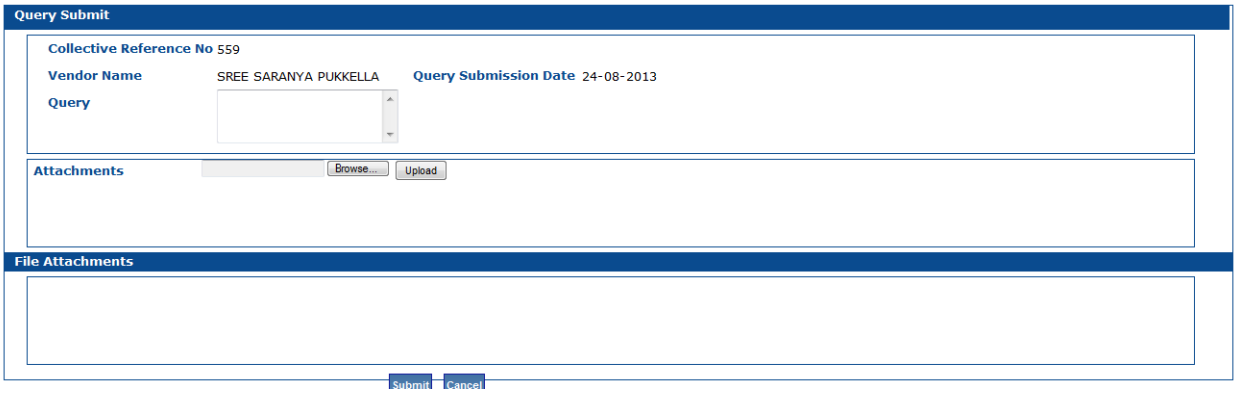
1 2

Vendor must click on “Queries” to submit a Query for the related Purchaser.



Vendor must click on the “Submit Query” button.

The system opens the form to capture the details for Query. Vendor can write the Query in the Query box and can attach files and click on the submit option.

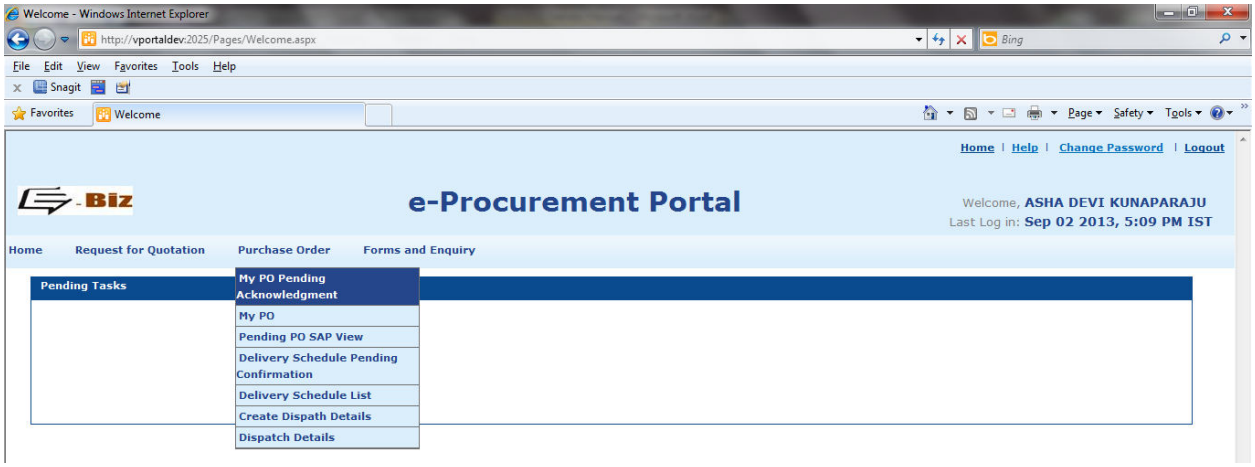


After submission of query, vendor can check the details of the submitted Query in the below screen.

Collective Reference No	Query Submission Date	Query	Vendor Attachments	Query Response	Buyer Attachments
559	27-08-2013	can i deliver the product 2 days late?	SREERFQnet connect balance.docx		

9. Purchase Order Acknowledgement by Vendor

Vendor must login to the Portal and must select Purchase Order>>My PO Pending Acknowledgement to acknowledge the Purchase Orders, which are pending for the acknowledgement.

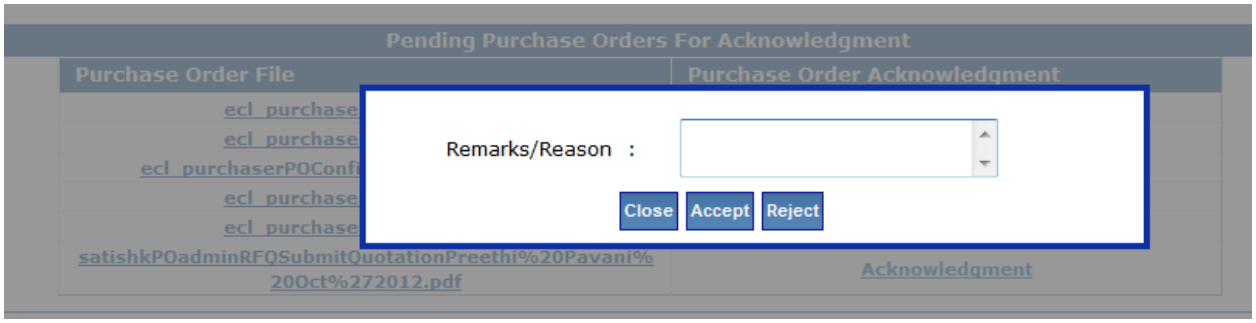


The below are the Purchase Order files, published by Purchaser which are pending for acknowledgement.

Pending Purchase Orders For Acknowledgment	
Purchase Order File	**Purchase Order Acknowledgment**
ecl_purchaserPOTesting.pdf	Acknowledgment
ecl_purchaserPOTesting.pdf	Acknowledgment
ecl_purchaserPOConfiguration Document.pdf	Acknowledgment
ecl_purchaserPOTesting.pdf	Acknowledgment
ecl_purchaserPOTesting.pdf	Acknowledgment
satishkPOadminRFQSubmitQuotationPreethi%20Pavani%20Oct%272012.pdf	Acknowledgment

Vendor can download the Purchase Order file, by clicking on the file.

Vendor can acknowledge the Purchase Order by clicking on the “Acknowledgement” link.



Vendor should provide the remarks/reason and must click on Accept button, if vendor wants to accept the Purchase Order.

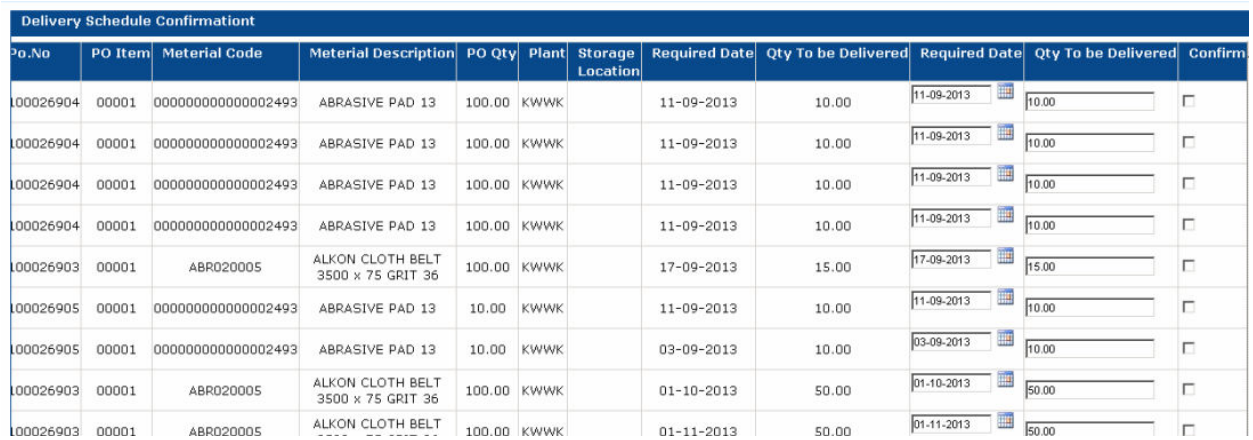
Vendor must click on reject button, if Vendor wants to reject the Purchase Order.

10. Delivery Schedule Confirmation

Vendor must login to the Portal and must select Purchase Order>>Delivery Schedule Pending Confirmation to confirm the pending delivery schedules.

System displays Delivery Schedule details specific to current user with following details -

- Serial No
- Date of Entry
- Company Code
- PO Number
- PO Item No
- Material Code
- Material Description
- PO Quantity
- Required Date
- Qty to be Delivered
- Plant
- Storage Location



Delivery Schedule Confirmationt

Po.No	PO Item	Meterial Code	Meterial Description	PO Qty	Plant	Storage Location	Required Date	Qty To be Delivered	Required Date	Qty To be Delivered	Confirm
100026904	00001	000000000000002493	ABRASIVE PAD 13	100.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	
100026904	00001	000000000000002493	ABRASIVE PAD 13	100.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	
100026904	00001	000000000000002493	ABRASIVE PAD 13	100.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	
100026904	00001	000000000000002493	ABRASIVE PAD 13	100.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	
100026903	00001	ABR020005	ALKON CLOTH BELT 3500 x 75 GRIT 36	100.00	KWWK		17-09-2013	15.00	17-09-2013	15.00	
100026905	00001	000000000000002493	ABRASIVE PAD 13	10.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	
100026905	00001	000000000000002493	ABRASIVE PAD 13	10.00	KWWK		03-09-2013	10.00	03-09-2013	10.00	
100026903	00001	ABR020005	ALKON CLOTH BELT 3500 x 75 GRIT 36	100.00	KWWK		01-10-2013	50.00	01-10-2013	50.00	
100026903	00001	ABR020005	ALKON CLOTH BELT	100.00	KWWK		01-11-2013	50.00	01-11-2013	50.00	

System will provide options to change the quantity to be delivered, delivery date.

After providing the date and the quantity to be delivered, Vendor must checkmark the Confirm option, as shown below.

Delivery Schedule Confirmationt

Po.No	PO Item	Meterial Code	Meterial Description	PO Qty	Plant	Storage Location	Required Date	Qty To be Delivered	Required Date	Qty To be Delivered	Confirm
100026904	00001	000000000000002493	ABRASIVE PAD 13	100.00	KWWK		11-09-2013	10.00	11-09-2013	10.00	☑

After Confirming the dates and quantities for Purchase Order item wise, Vendor must click on "Confirm Delivery Schedule button".

11. Dispatch Details Update

Vendor must login to the Portal and should select Purchase Order>>Create Dispatch Details

System will allow Vendor to select the PO records from refined search based on material code for which Dispatch details needs to be submitted. System will pre-populate PO data in the Dispatch details.

System will open Dispatch Details form with Pre-populated selected Pending PO record data to collect following details –

- Header
  - Vendor Code
  - Invoice No
  - Way bill required
  - Driver Name
  - Contact No.
- Line Items
  - Vendor Code
  - PO Number
  - PO Item No
  - Material Code
  - Material Description
  - PO Qty
  - Pending Qty
  - Deliver Schedule Qty
  - Invoice Qty
  - Dispatch Date
  - Freight to pay / to paid basis
  - Freight amount
  - Waybill No
  - Consignment Note No.
  - Consignment Note Date
  - Transporter Name
  - Number of Packages
  - Invoice Value
  - Mode of Transport
  - Remarks

- Attachments (LR/Invoice/other documents) - Optional File

System will provide 2 options - Submit and Cancel.

On clicking Submit option, System will save the dispatch details along with PO details in Portal database and send email notification to PO Plant Purchase for Dispatch Details.

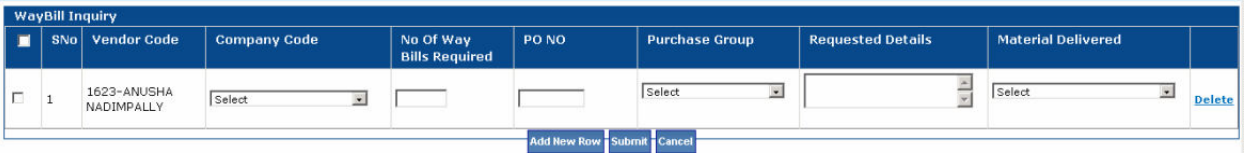
On clicking Cancel option, System will not save the dispatch details.

12. Way Bill Enquiry

Vendor must login to the Portal and must select Forms and enquiry>>Way Bill Enquiry

System will open Waybill Inquiry form to collect following details –

- Sr. No
- Vendor Code
- Company Code
- No. of Waybills Required
- PO Number
- Purchase Group
- Request Details
- Material Delivered to (Plant Location)



After selecting the Company Code and providing all the details, Vendor must Checkmark the record and Vendor can Submit or Cancel.

On clicking Submit option, System will save the Waybill Inquiry details in Portal database and send email notification to selected Plant Purchase person for Waybill Inquiry.

On clicking Cancel option, System will not save Waybill Inquiry details.

13. TDS Download

Accounts Person will upload TDS certificates Pdf files on Portal Server. Vendor must login to the Portal to download the TDS files. After logging to the Portal, Vendor should select Forms and Enquiry>>TDS View.

System will display list of TDS files for current user with the following details –

- Company Code
- Vendor Code
- View TDS File – Link to download

TDS Download

Company Code	Vendor Code	View
ECLK,LILK,	1597	view
ECLK,LILK,	1597	view
ECLK,LILK,	1597	view

Vendor clicks on TDS file and download for reference.

14. Vendor Inspection Call

Vendor must login to the Portal and should select Purchase Order>>Raise Inspection Call

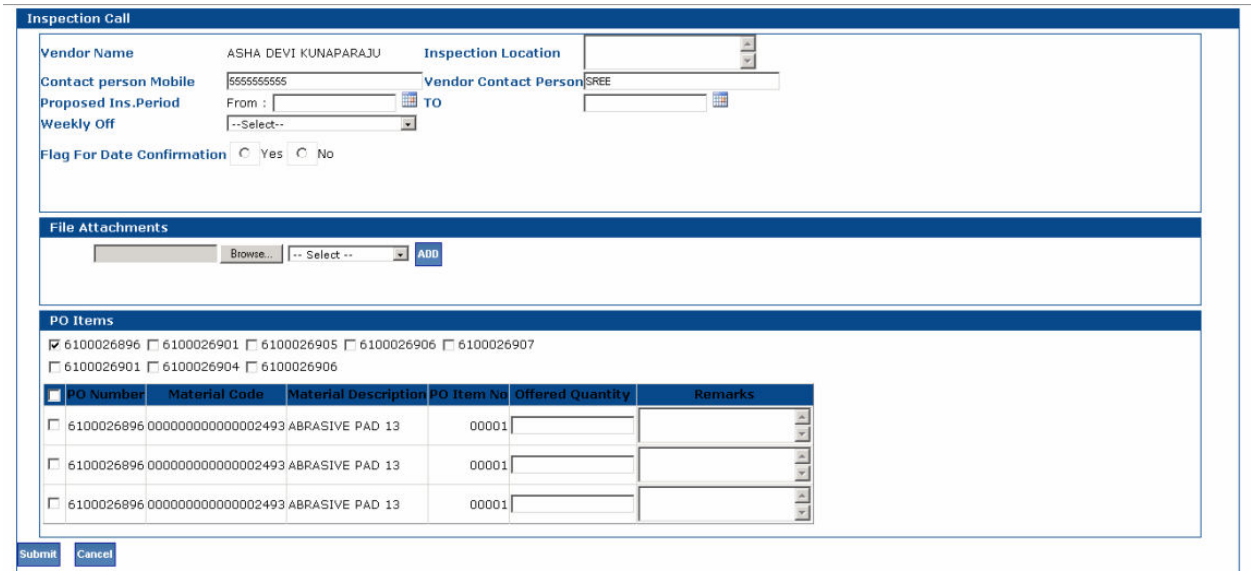
User should select one or multiple line items of Multiple PO.

System will open Inspection Call entry form pre-populated with Pending PO data for collecting following details –

- Header
  - Vendor Name
  - Inspection Location
  - Contact Person
  - Contact Mobile Number
  - Weekly Off
  - Proposed Inspection Period
    - From Date
    - To Date
  - Flag for Inspection Date Confirmation

- Line Items
  - PO Number
  - Material Code
  - Material Description
  - Offered Qty
  - Remarks

- Attachments – Optional
  - File
  - File Type - Selection (Material TC / UT Report / Dimension Report / Hydro Test Report / Others)



User will enter all the respective data for Inspection Entry Form and add attachment if any.
User will have 2 options – Submit and Cancel.

On clicking Submit option, System will save the Vendor Inspection Call Data in portal database and send the notification mail to selected Plant QA group users and CC to Selected Purchase users belongs to PO Purchase group.

On clicking Cancel option, System will not save Vendor Inspection Call Data.

15. REPORTS FOR VENDOR

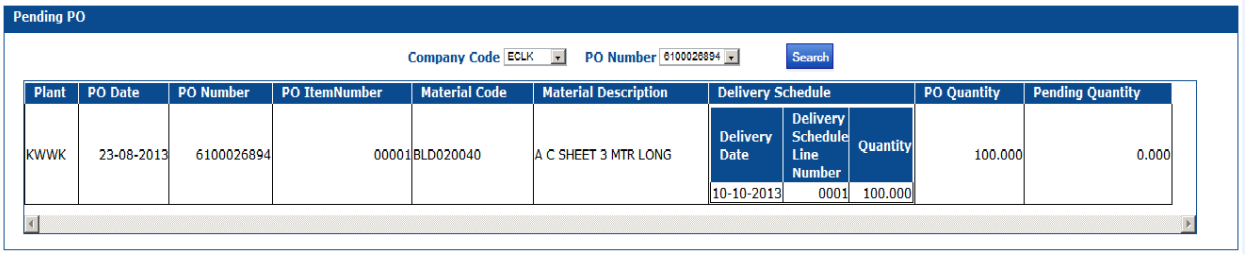
15.1 SAP Pending PO View

Vendor should login to the Portal and must select Purchase Order>>Pending PO SAP View to view the pending Purchase Order's.

Vendor must select the company, Purchase Order and should click on search button. Then, system fetches PO details from SAP at runtime.

System displays list of pending Purchase Order's for the Vendor with the following details:

- PO Date
- PO Number
- PO Item Number
- Material Code
- Material Description
- PO Quantity
- Pending Quantity
- Delivery Schedule
- Plant



15.2 SAP GRN Status View

Vendor should login to the Portal and must select Forms and Enquiry>> GRN Report

Vendor must select the Company Code, Purchase Order Number.

System will fetch GRN details from SAP at runtime and display list of GRN records for current Vendor based on PO Number within last one month with following details.

- Supplier Delivery Challan Number
- Delivery Challan Date
- PO Number
- PO Item Number
- Material Code
- Material Description
- GRN Number
- GRN Date
- Challan Quantity
- GRN Quantity
- Accepted Quantity
- Rejected Quantity
- Reason for Rejection
- Plant

SAP GRN View

Company ECLK PO Number 6400002860 From Date 31-07-2013 To Date 31-08-2013 Search

Supplier Delivery Challan Number	Delivery Challan Date	PO Number	PO Item Number	Material Code	Material Description	GRN Number	GRN Date	Challan Quantity	GRN Quantity	Accepted Quantity	Rejected Quantity
23457	22-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000137506	06-04-2010	3840.000	3840.000	3840.000	0.000
23456	23-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000137509	06-04-2010	3840.000	3840.000	3840.000	0.000
23417	23-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000137512	06-04-2010	3840.000	3840.000	3840.000	0.000
23775	29-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000137517	06-04-2010	1920.000	1920.000	1920.000	0.000
24011	31-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000137521	06-04-2010	2560.000	2560.000	2560.000	0.000
23457	22-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000138102	06-04-2010	3840.000	3840.000	0.000	3840.000
23456	23-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000138103	06-04-2010	3840.000	3840.000	0.000	3840.000
23417	23-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000138104	06-04-2010	3840.000	3840.000	0.000	3840.000
23775	29-03-2010	6400002860	1	REF390180	BRICKS FIRE END ARCH (TY-A)9X4.5X3/2.5	5000138105	06-04-2010	1920.000	1920.000	0.000	1920.000

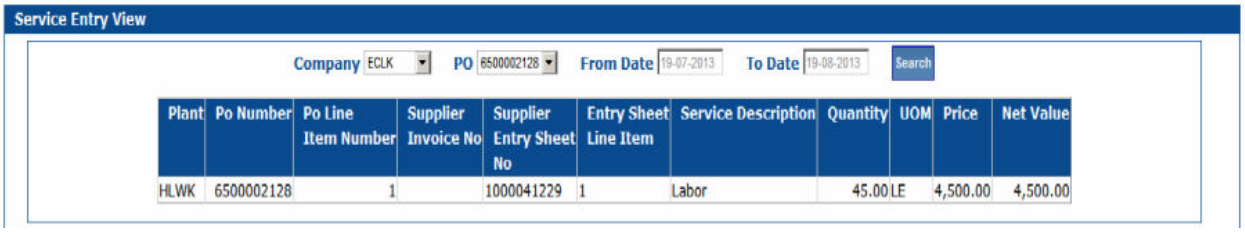
15.3 SAP Service Entry View

Vendor should login to the Portal and must select Forms and Enquiry>>Service Entry Report

System provides option to select the Company and Purchase Order Number. Vendor must select the Company, Purchase Order Number and must click the search button.

System fetches Service Entry details from SAP at runtime and display list of Service Entry records within the last one month for current Vendor with following details-

- Plant
- PO Number
- PO Line Item Number
- PO sub line item Number
- Supplier Invoice Number
- Supplier Entry Sheet No
- Entry Sheet Line Item No
- Service Description
- Quantity
- UOM
- Price
- Net Value



15.4 Payment Ledger View

Vendor should login to the Portal and must select Forms and Enquiry>>Payment Ledger Report

System provides option for Vendor to select the Company Code and Document Type. Vendor must select the Company Code, Document Type and should click on search button for fetching the data.

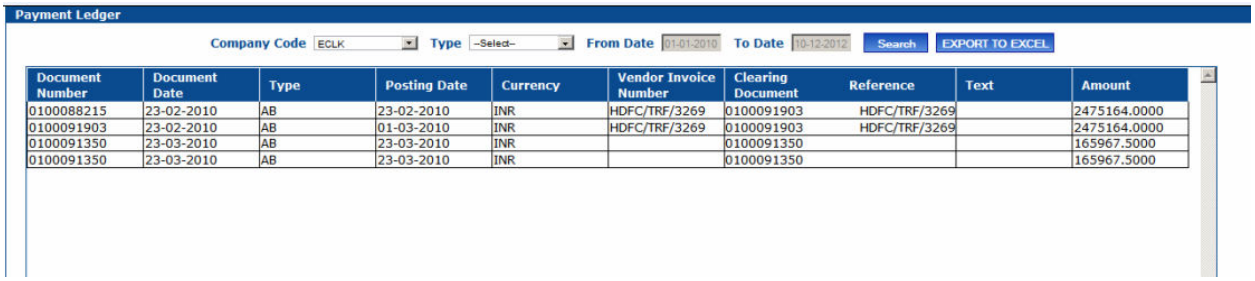
System fetches Payment Ledger details from SAP at run time and display list of Payment Ledger records based on selection criteria for the Vendor within current and last financial year with following details-

Line Item:

- Document Number
- Document Date
- Type
- Posting Date
- Amount
- Currency
- Vendor Invoice Number
- Clearing Document
- Reference
- Text

Footer:

- Period Total



Document Number	Document Date	Type	Posting Date	Currency	Vendor Invoice Number	Clearing Document	Reference	Text	Amount
0100088215	23-02-2010	AB	23-02-2010	INR	HDFC/TRF/3269	0100091903	HDFC/TRF/3269		2475164.0000
0100091903	23-02-2010	AB	01-03-2010	INR	HDFC/TRF/3269	0100091903	HDFC/TRF/3269		2475164.0000
0100091350	23-03-2010	AB	23-03-2010	INR		0100091350			165967.5000
0100091350	23-03-2010	AB	23-03-2010	INR		0100091350			165967.5000

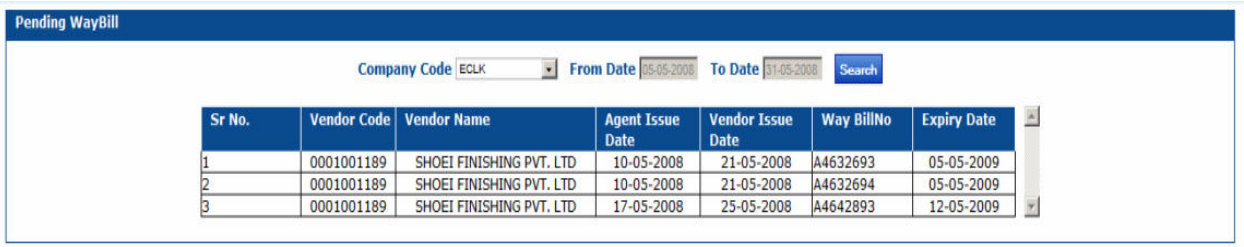
15.5 Pending Way Bill View

Vendor should login to the Portal and must select Forms and Enquiry>>SAP Pending Way Bill View

System will provide option to select the Company Code and period within current and last quarter.

System will fetch the pending way bill details from SAP at runtime and display list of Pending way bill records for current Vendor with the following details:

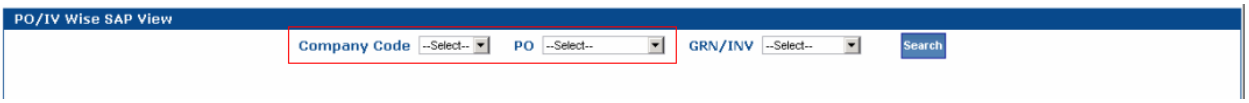
- Serial No.
- Vendor Code
- Vendor Name
- Vendor Issue Date
- Agent Issue Date
- Way Bill No
- Expiry Date



Sr No.	Vendor Code	Vendor Name	Agent Issue Date	Vendor Issue Date	Way BillNo	Expiry Date
1	0001001189	SHOEI FINISHING PVT. LTD	10-05-2008	21-05-2008	A4632693	05-05-2009
2	0001001189	SHOEI FINISHING PVT. LTD	10-05-2008	21-05-2008	A4632694	05-05-2009
3	0001001189	SHOEI FINISHING PVT. LTD	17-05-2008	25-05-2008	A4642893	12-05-2009

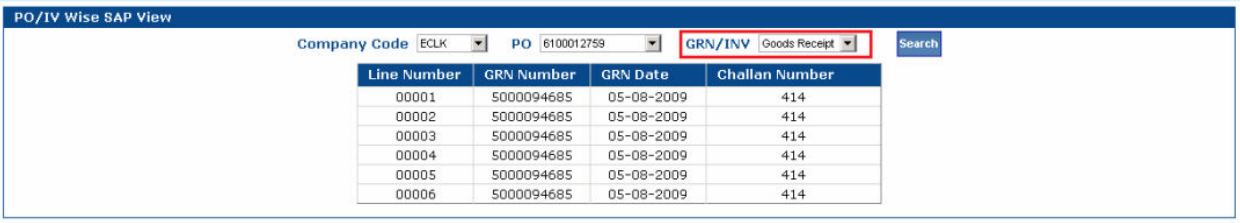
15.6 SAP PO/GRN Wise View

Vendor must login to the Portal and should select Forms and Enquiry>>PO/GRN wise SAP View System will provide option to select company code and PO number.



Vendor should select Goods Receipt and should click on search option, when Vendor needs to check Goods Receipt details. System will fetch PO / GRN wise Report data from SAP at runtime and display list of records for current user with following details -

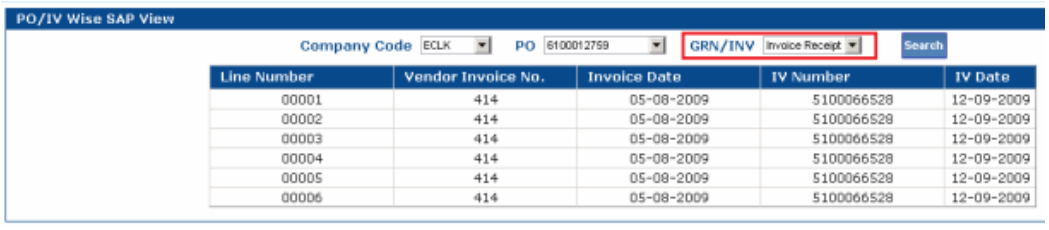
- PO Line Number
- GRN Number
- GRN Date
- Challan Number



Line Number	GRN Number	GRN Date	Challan Number
00001	5000094685	05-08-2009	414
00002	5000094685	05-08-2009	414
00003	5000094685	05-08-2009	414
00004	5000094685	05-08-2009	414
00005	5000094685	05-08-2009	414
00006	5000094685	05-08-2009	414

Vendor should select Invoice Receipt and should click on search option, when Vendor needs to check Invoice details. System will fetch PO/IV wise Report data from SAP at runtime and display list of records for current Vendor with following details-

- PO Line Number
- Vendor Invoice Number
- Invoice Date
- IV Number
- IV Date



Line Number	Vendor Invoice No.	Invoice Date	IV Number	IV Date
00001	414	05-08-2009	5100066528	12-09-2009
00002	414	05-08-2009	5100066528	12-09-2009
00003	414	05-08-2009	5100066528	12-09-2009
00004	414	05-08-2009	5100066528	12-09-2009
00005	414	05-08-2009	5100066528	12-09-2009
00006	414	05-08-2009	5100066528	12-09-2009

15.7 Returnable Material SAP View

Vendor must first login to the Portal and should select Forms and Enquiry>>Returnable Material SAP View to check the Report.

User enters Company Code, Period within last one year and clicks on search option.

System will fetch Returnable Material Report data from SAP at runtime and display list of records for current user with following details –

- Serial No.
- Issuing Company
- Issuing Plant
- GP Date
- GP No.
- Vendor Name
- Gate Pass Item Sl. No.
- Item Description
- UOM
- GP Quantity
- Return Quantity
- Balance Quantity
- To be Return Date
- Rate
- Approximate Value
- Order Ref
- Tracking No.
- Approximate Bal Value
- GPNote1
- GPNote2
- Excisable
- Requestor

Returnable Material SAP View

Company ECLK From Date 01-03-2008 To Date 20-05-2010 Search

S.No	Issuing Company	Issuing Plant	GP Date	GP No.	Vendor Name	Gate Pass Item Sl. No.	Item Description	UOM	GP Quantity	Return Quantity	GP Quantity	Balance Quantity
00000001			12-03-2008	0000000001	LANCO INDU	1	CHALK -HOT MARKING	DZ	83.33	0.00	83.33	83.33
00000002			10-04-2008	0000000567	LANCO INDU	1	MOULD FOR PIPES 450MMX5.5MTR	EA	1.00	0.00	1.00	1.00
00000003			10-04-2008	0000000567	LANCO INDU	2	MOULD FOR PIPES 600MMX5.5MTR	EA	1.00	0.00	1.00	1.00
00000004			30-06-2008	0000001785	LANCO INDU	1	OLD & USED PIPE MOULD 450 MM	EA	1.00	0.00	1.00	1.00
00000005			30-06-2008	0000001785	LANCO INDU	2	OLD & USED PIPE MOULD 600 MM	EA	1.00	0.00	1.00	1.00
00000006	ECLK	KWWK	25-10-2008	0000003713	LANCO INDU	1	MOULD SIZE, DIA-450 X 5.5M, MAKE-HENAN	NO	2.00	0.00	2.00	2.00
00000007	ECLK	ELWK	08-12-2008	0000004415	LANCO INDU	1	METAL SAMPLE	EA	8.00	0.00	8.00	8.00
00000008	ECLK	KWWK	10-06-2009	0000007370	LANCO INDU	1	CORE BOX WITH MANDRILL DIA 1100	NO	1.00	0.00	1.00	1.00
00000009	ECLK	KWWK	29-06-2009	0000007703	LANCO INDU	1	DN 300 CORE BOX (2 SETS = 4 PCS)	SET	2.00	0.00	2.00	2.00
00000010	ECLK	KWWK	07-09-2009	0000008949	LANCO INDU	1	SLOTTED VENT 6MM	NO	200.00	0.00	200.00	200.00

1 2 3 4